



## **Parks and Recreation Advisory Board Meeting Minutes**

**Wednesday, May 11, 2022**

**6:30 p.m.**

**Rowlett Community Centre**

**5300 Main Street, Rowlett TX 75088**

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**PRESENT** Chair: Mike DeLatte; Vice Chair: Dolores Henning; Members: Richard Kull, Eve Johnson, Donna Ferguson, Rebecca Day, Michael Schupp; Alternates: Elise Bowers, Kristy Andrade, Corrie Cabral

**ABSENT:**

**VISITORS:** Dave Holl

**STAFF:** Shelly Monroe, Sr. Administrative Assistant; Kari Pacheco, Assistant Director of Parks & Recreation

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1. Chair Mike DeLatte called meeting to order at 6:30 p.m. Quorum present.
2. Consider approving minutes from the regular meeting held April 13, 2022.
  - A. Rebecca Day made a motion to approve the minutes as written.
  - B. Michael Schupp seconded the motion.
  - C. Approved 6 - 0.
3. Citizen Input. (Elise Bowers and Eve Johnson entered)

Dave Holl with Kayak Instruct on Miller Drive voiced concerns about signage issues at Paddle Point Park and shared story of a person hurting foot. He indicated organizations are approaching him to hold events at Paddle Point Park, yet he does not feel ready to accept until a few things are updated at the park. On June 18, 2022 there will be a special appearance of former Olympic athletes who will talk about their experiences from 9am - 11am and Whataburger will provide hamburgers.
4. Begin preparations for City Council joint meeting scheduled for June 7, 2022.

The correct date is July 12, 2022. The purpose of the joint meeting was explained and the format for it. Members can submit their ideas on accomplishments, concerns, and future plans to S. Monroe. Will request funding in the amount of \$3,000 for next year's budget.
5. Nature Trail update.

Kari Pacheco reported the department is partnering with Rowlett Engineering and CIP Manager on this project. There will be a meeting with Halff Associates to build the task authorization for this project. The goal is to get cost estimates and a better timeline by the end of this month and for the work to begin within this quarter. Once the work starts, the Parks and Recreation team will partner with Engineering for plan approvals and onsite inspections of the construction.
6. Community Task Force update.

Michael Schupp stated Richard Kull and himself are appointed to the Community Investment Task Force. The City identified projects for consideration such as Herfurth Park phase 2 and phase 3, etc. This committee will prioritize the projects and make a recommendation to City Council.



They will keep this board updated. Richard Kull mentioned the committee is working on preliminary steps until the new City Council is set. The committee is scheduled to present the information to City Council on July 19, 2022. The next meeting is to be held June 19, 2022. The intent is there will likely be separate items for the upcoming bond election rather than one large package. The two committee members tasked with outreach is M. Schupp and R. Kull.

7. Rowlett Parks Board events update.

- A. Kid Fish: D. Henning and M. Schupp shared their experience and feedback.
- B. Cardboard Boat: Parks Board placed first place; congratulations to R. Kull, R. Day, and K. Andrade.
- C. Paddle Boating: K. Andrade announced the event will be held on June 25, 2022 with a rental time of 8:30am and a float time of 9:00am. A flyer will be made for promotion of the event.

8. Urban Forestry committee update.

Michael Schupp reported Oncor is continues to discuss how to fund the event, but there is no final decision. Committee members need to pursue alternative plans. The committee will meet prior to the June 8<sup>th</sup> board meeting. Rowlett is a Tree City USA recipient. One goal of the Arbor Day event is to engage the public.

9. Social Media subcommittee update.

Eve Johnson recommended this committee be placed on hold until October 2022. There are currently two board members on this committee in which neither have the capabilities to make proper videos since losing 3 board members who were on this committee. Unless there are other board members who can presently assist. No members indicated being able to accommodate the needs of this committee. There should be new board members appointed in October and possibly there could be an interest.

10. Assistant Director's Report

- A. Events: June and July calendars provided for members. Memorial Day celebration to be held on May 28<sup>th</sup> at Veterans Park. Farmers Market continues through May 28<sup>th</sup>. Barks, Brews and Brats will be held June 11<sup>th</sup> starting at 6pm with food trucks, band, and vendors. Board members are welcome to join the department at City Council meeting to receive the Parks and Recreation month proclamation.
- B. Rowlett Community Centre and athletics: Registrations for fall youth basketball, men's basketball, youth baseball is open. Cornhole League begins June 1<sup>st</sup> - August 15<sup>th</sup> downtown. Co-ed volleyball league June 1<sup>st</sup> - August 21<sup>st</sup>; Senior Programmer is working on a partnership with Tx AgriLife to begin a new nutrition series for seniors.
- C. Parks: Trash screening/ at Community Park - Garland staff were sent to do a cleanup; we are still waiting to have a meeting with Garland staff to work on a longer-term plan.
- D. Aquatics: Wet Zone opens on weekends starting May and then daily starting June 1<sup>st</sup>.
- E. Projects: Coyle House - the floors, baseboards and doorjambs have been refinished and cleaned of mold, there will be an air quality test with the remaining funding or about \$15,000, working to have a structural engineer assessment to determine the proper occupancy and work being done on the deck work. Schrade Bluebonnet Park - several pollinator beds were built to serve as educational and to promote Bee City USA. Herfurth Park Phase 1 - the documents have been reviewed by department staff and Engineering; Finalizing some details of work, hoping to advertise for construction end of May to beginning of June. Once a bidder is secured this will go





- to City Council for approval. Lake Highlands Trail - Contractor continues to work through the final walkthrough punch list. Erosion projects - staff working with CIP Manager and Engineering to begin work from ARPA Funds to Scenic Park Trail and Springfield Park Trail erosions projects.
- F. City Academy classes begin June 2<sup>nd</sup> and go through September 1<sup>st</sup>. Classes will be held on Thursdays 6:30pm - 8:30pm. Register on the city website.

11. Public announcements by members of the Board and/or staff can be made.
- A. Keep Rowlett Beautiful has a clean up day this Saturday from 9:00am - 11:00am.
12. Members of the Board may request topics for future agenda meetings.
- A. Community Investment Committee.
- B. Nature Trail update.
- C. Parks Maintenance recap/status of ballfield renovating.
- D. Review Herfurth Park phase 1 update since moving there will be election of phase 2 & 3
13. Eve Johnson made a motion to adjourn at 7:23pm. Richard Kull seconded the motion. All approved.

Mike DeLatte, Chair

Kari Pacheco, Parks and Recreation Assistant Director